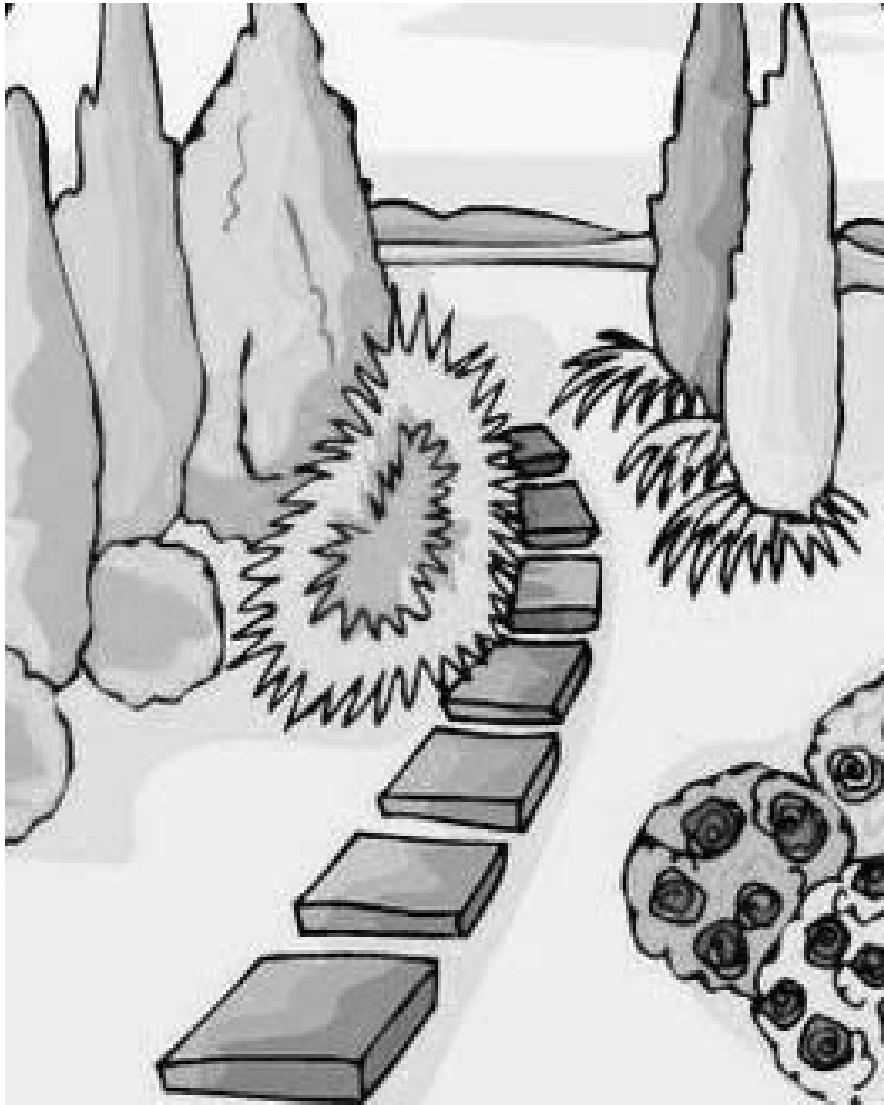


VOLUNTARY MERGER APPLICATION PACKAGE

NOTE: Your application is public record and information regarding your application is available both in person at the Department of Planning and Building in the County Government Center and on the County Planning and Building Department's website. All references to names, addresses, telephone numbers, email addresses and project information are part of this public record. All applications must be filed under the property owner's name and address of the property that is the subject of the application; however, you may use an alternate contact address and telephone number.



Last update 9/2006

WHAT IS A VOLUNTARY MERGER?

A voluntary merger of parcels is one way to legally join contiguous parcels together when a house is constructed over a lot line, or when you want one larger parcel. Through this process, two or more contiguous parcels or units of land which are under common ownership, are merged into one parcel. The only other way to merge parcels requires you to process, receive approval of, and record a tract or parcel map.

DO I NEED ONE?

A voluntary merger can be requested when you wish to have your parcels combined into a larger legal parcel. It can also be used to merge properties where a house has been, or is proposed to be, constructed over a lot line. Without completing a voluntary merger, your house would have to be constructed to meet the setbacks for each small parcel. By completing a voluntary merger you can instead build your house to meet setbacks for the combined large parcel. A voluntary merger is done at your request. There may be other instances when you would want to record a voluntary merger. Please contact the Department of Planning and Building at 781-5600 if you have any questions about your specific circumstance.

WHO APPROVES VOLUNTARY MERGERS?

The Planning Director (or a designee) makes the decision on whether to record a voluntary merger. Within 90 days after receipt of a complete voluntary merger application request and all other necessary information, the Planning Director will record the merger. The proceedings will terminate and no merger can occur if a written request to withdraw the application is received from any owner of an interest in the property to be merged. A request for a voluntary merger can also be terminated if the Planning Director determines that the merger is contrary to the public health, safety and welfare of the county. The Planning Director's decision may be appealed directly to the Board of Supervisors.

WHAT IS THE EFFECT OF THE MERGER?

The recording of the merger shall constitute a merger of the separate parcels or units of land into one parcel. The merger doesn't have any effect on streets, easements, any dedications or offers of dedication or any other recorded interest.

HOW LONG DOES IT TAKE?

In most cases, the process takes two to four weeks. You can help expedite the review process by making sure that your application is filled out correctly and completely, that all owners have signed the application and merger certificate and that the legal description of the merged parcel is accurate and has been prepared by a registered civil engineer or licensed land surveyor. The Department of Planning and Building is available to answer your questions regarding any application requirement. For more information, call (805) 781-5600 and ask for voluntary merger staff.

REQUIRED CONTENTS

The following information is required to be submitted with your application. If any information is missing, your application may be returned to you until such time as all required materials are included with the submittal.

FORMS – These are all included in this application package

- * 1 copy of the Completed **General Application Form**
- * Consent of Landowner Form (if applicant does not own the property)
- * 1 copy of the Completed **Voluntary Merger Application Form**
- * Signed Information Disclosure Form

FEES

Application Fee - Fees will be calculated at the time of submittal based on the adopted fee schedule.

Recording Fee - Recording fees will be calculated and billed to the applicant at the time of approval.

OTHER INFORMATION

Title Report - two copies of a preliminary title report, not more than six months old.

Lot Verification - how the parcel(s) was created.

Abandoned oil and gas wells - if applicable - information is available from the California Division of Oil & Gas, P.O. Box 227, Santa Maria, Ca. 93456, (805) 925-2686

GENERAL APPLICATION FORM

San Luis Obispo County Department of Planning and Building

File No _____

APPLICATION TYPE CHECK ALL THAT APPLY

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Public Lot | <input type="checkbox"/> Voluntary Merger | <input type="checkbox"/> Certificate of Compliance | <input type="checkbox"/> Lot Line Adjustment |
| <input type="checkbox"/> Parcel Map | <input type="checkbox"/> Tract Map | <input type="checkbox"/> Receiving Site | <input type="checkbox"/> Sending Site |
| <input type="checkbox"/> Condominium (new or conversion) | <input type="checkbox"/> Road Abandonment | <input type="checkbox"/> Road Name | |
| <input type="checkbox"/> Reversion to Acreage | <input type="checkbox"/> Reconsideration | | |

APPLICANT INFORMATION *Check box for contact person assigned to this project*

☐ Landowner Name _____ Daytime Phone _____
Mailing Address _____ Zip _____
Email Address: _____

☐ Applicant Name _____ Daytime Phone _____
Mailing Address _____ Zip _____
Email Address: _____

☐ Agent Name _____ Daytime Phone _____
Mailing Address _____ Zip _____
Email Address: _____

PROPERTY INFORMATION

Total Size of Site: _____ Assessor Parcel Number(s): _____

Legal Description: _____

Address of the project (if known): _____

Directions to the site - describe first with name of road providing primary access to the site, then nearest roads, landmarks, etc.: _____

Describe current uses, existing structures, and other improvements and vegetation on the property: _____

PROPOSED PROJECT

Describe the proposed project (inc. size of all proposed parcels): _____

LEGAL DECLARATION

I, the owner of record of this property have completed this form accurately and declare that all statement here are true. I do hereby grant official representatives of the county authorization to inspect the subject property.

Property owner signature _____ Date _____

FOR STAFF USE ONLY

Minimum Parcel Size: _____ ☐ sq. feet ☐ acres ☐ by PAS? ☐ by Ordinance?

CONSENT OF LANDOWNER

San Luis Obispo County Department of Planning and Building File No _____

.....

I (we) the undersigned owner of record of the fee interest in the parcel of land located at (print address): _____ identified as Assessor Parcel Number _____ for which a construction permit, land use permit, land division, general plan or ordinance amendment, or LAFCo application referral is being filed with the county requesting an approval for: _____ specify type of project, for example: addition to a single family residence; or general plan amendment), do hereby certify that:

1. Such application may be filed and processed with my (our) full consent, and that I (we) have authorized the agent named below to act as my (our) agent in all contacts with the county and to sign for all necessary permits in connection with this matter.

2. I (we) hereby grant consent to the County of San Luis Obispo, its officers, agents, employees, independent contractors, consultants, sub-consultants and their officers, agents, and employees to enter the property identified above to conduct any and all surveys and inspections that are considered appropriate by the inspecting person or entity to process this application. This consent also extends to governmental entities other than the county, their officers, agencies, employees, independent contractors, consultants, sub-consultants, and their officers agents or employees if the other governmental entities are providing review, inspections and surveys to assist the county in processing this application. This consent will expire upon completion of the project.

3. If prior notice is required for an entry to survey or inspect the property. Please contact:

Print Name: _____

Daytime Telephone Number: _____

4. I (we) hereby give notice of the following concealed or unconcealed dangerous conditions on the property _____

Person or entity granting consent:

Print Name: _____

Print Address: _____

Daytime Telephone Number: _____

Signature of landowner: _____ Date: _____

Authorized agent:

Print Name: _____

Print Address: _____

Daytime Telephone Number: _____

Signature of authorized agent: _____ Date: _____

LOT MERGER APPLICATION

San Luis Obispo County Department of Planning and Building

File No _____

Project Information:

Number of existing lots or parcels: _____ Existing parcel sizes: _____

Number of lots, parcel, certificates or merged parcels requested: _____

Is the property part of a previous subdivision that **you** filed?: ☐ Yes ☐ No

If Yes, what was the map number: ☐ Tract No: _____ ☐ CO _____ ☐ COAL _____

Have you reviewed county records to determine if the subject property has ever been the subject of a recorded certificate of compliance or a recorded map? ☐ Yes ☐ No

Have you reviewed county records to determine if the subject property has ever received Building permits or other approvals?: ☐ Yes ☐ No

If Yes to either question, please provide copies of all applicable materials.

INFORMATION DISCLOSURE FORM

San Luis Obispo County Department of Planning and Building

File No _____

TIME LIMITS FOR PROCESSING AND PUBLIC NOTICE DISTRIBUTION REQUIREMENTS - California state law (California Government Code Section 65941.5) requires that the county provide the following information to applicants when a permit application is filed:

Not later than 30 days after a land use or land division application is received, the county must notify the project applicant or designated representative in writing either that the application is complete, or that items are necessary to complete the application. If you are not notified in writing, the application is considered complete. Any land use or land division application must be approved or denied within three months of adoption of the Negative Declaration or determination that the project is exempt, or within six months of the certification of an Environmental Impact Report. The County of San Luis Obispo processes the land use application and the environmental review concurrently, so these decisions are made simultaneously. (Government Code Sections 65943 and 65950 et. seq.)

A project applicant may make a written request to the county, to receive notice of any proposal to adopt or amend the general plan and the land use, real property division, building and construction, road name and addressing, and growth management ordinances which might reasonably be expected to affect that applicant's project. The county offers a subscription service for notification of either: (1) all applications received by the county, or (2) Planning Commission agendas. The cost for each of these services is established by the county fee ordinance. (Government Code Section 65945, 659453, and 659455)

When a property was created through recordation of a final or parcel map, and it is within five years of recordation, the county can not withhold or condition the issuance of building permits for residential units based on conformance with conditions that could have been imposed as conditions of the tentative map except where: (1) A failure to do so would place subdivision residents or residents in the immediate area in a condition perilous to health, safety or both; or (2) The condition is required in order to comply with state or federal law. (Government Code Section 65961)

Copies Government Code Sections are available at the County of San Luis Obispo Law Library, County Government Center, San Luis Obispo, Ca.

RIGHT TO FARM DISCLOSURE - The County of San Luis Obispo recognizes the statewide policy to protect and encourage Agriculture. Sections 3482.5 and 3482.6 of the California Civil Code and Chapter 5.16. of the San Luis Obispo County Code protect certain, pre-existing agricultural production and processing operations ("agricultural operation") from nuisance claims. If your property is near a protected agricultural operation, you may be subject to certain inconveniences and/or discomforts which are protected by law. In order for the agricultural operation to be protected, the following requirements of Civil Code sections 3482.5, and 3482.6 must be satisfied:

(1)The agricultural operation must be conducted or maintained for commercial purposes; (2)The agricultural operation must be conducted or maintained in a manner consistent with proper and accepted customs and standards as established and followed by similar agricultural operations in the same locality; (3)The agricultural operation predated the affected use(s) on your property; (4)The agricultural operation has been in existence for more than three years, and (5)The agricultural operation was not a nuisance at the time it began.

If your property is near an agricultural operation in the unincorporated area of the County, which satisfies the above requirements, you may at times be subject to one or more inconveniences and/or discomfort arising from that operation. Such inconveniences may include (depending upon the type of agricultural operation protected), but are not necessarily limited to, the following: noise, odors, fumes, dust, legal pesticide use, fertilizers, smoke, insects, farm personnel and truck traffic, visual impacts, night time lighting, operation of machinery and the storage, warehousing and processing of agricultural products or other inconveniences or discomforts associated with the protected agricultural operations. For additional information pertaining to this disclosure and the Right to Farm Ordinance, or concerns with an agricultural operation, please contact the San Luis Obispo County Agricultural Commissioners Office."

HAZARDOUS WASTE AND SUBSTANCE SITES AND LANDFILL DISCLOSURE - Please verify whether your project is on the Known Hazardous Waste and Substances Sites List pursuant to AB 3750 and if you are within 1/2 mile of certain landfills (see back of sheet)

PLEASE COMPLETE AND SIGN BELOW

I acknowledge that I have read and understand the information and policy and detailed above: (1) Time Limits for processing and (2) Public Notice Distribution requirements and (3) the Right to Farm Disclosure.

AND I acknowledge that I have reviewed the list of Identified Hazardous Waste and Substances Sites List and the landfill disclosure on the back of this form and find the following: (1) The site is not shown on the list of Identified Hazardous Waste and Substances Site; (2) The site is shown on the list dated April 1998, or any later list published by the State Office of Planning and Research and (3) I have read the disclosure statement on landfill operations.

Signature

Date

San Luis Obispo County

Identified Hazardous Waste Sites - April 1998

IMPACT CITY: ARROYO GRANDE

Site: Union Oil Co - Santa Maria refinery
 Location: Willow Rd. north of Guadalupe
 City: Arroyo Grande Zip: 93420
 Source: DHS1

IMPACT CITY: CAMBRIA

Site: Hampton Hotel
 Location: 2601 Main Street
 City: Cambria Zip: 93428
 Source: WRCB Problem: Tank Leak

Site: Cambria General Store
 Location: 850 Main Street
 City: Cambria Zip: 93428
 Source: WRCB Problem: Tank Leak

Site: Chevron
 Location: 2194 Main Street
 City: Cambria Zip: 93428
 Source: WRCB Problem: Tank Leak

IMPACT CITY: CAYUCOS

Site: Chevron
 Location: 12 N Ocean Blvd
 City: Cayucos Zip: 93430
 Source: WRCB Problem: Tank Leak

Site: Bob's Corner Store
 Location: 198 N Ocean Blvd
 City: Cayucos Zip: 93430
 Source: WRCB Problem: Tank Leak

IMPACT CITY: CHOLAME

Site: Hearst Corp
 Location: Highway 46
 City: Cholame Zip: 93431
 Source: WRCB Problem: Tank Leak

IMPACT CITY: LOS OSOS

Site: Los Osos Valley Garage
 Location: 1099 Los Osos Valley Road
 City: Los Osos Zip: 93402
 Source: WRCB Problem: Tank Leak

Site: Los Osos Landfill
 Location: Turri Road
 City: Los Osos Zip: 93402
 Source: CIWMB Problem: Grndwt Cont

IMPACT CITY: LOS PADRES

Site: Ozena Station
 Location: Highway 33
 Zip: 93023
 Source: WRCB Problem: Tank Leak

IMPACT CITY: NIPOMO

Site: Hemerick
 Location: 600 Hill St
 City: Nipomo Zip: 93444
 Source: WRCB Problem: Tank Leak

IMPACT CITY: OCEANO

Site: Bell Craig (form serv station)
 Location: 1899 Cienega
 City: Oceano Zip: 93445
 Source: WRCB Problem: Tank Leak

IMPACT CITY: PASO ROBLES

Site: Camp Roberts Site 936
 Location: Highway 101
 City: San Miguel Zip: 93451
 Source: WRCB Problem: Tank Leak

Site: San Paso Truck & Auto

Location: Wellsona Road
 City: Paso Robles Zip: 93446
 Source: WRCB Problem: Tank Leak

IMPACT CITY: SAN LUIS OBISPO

Site: Unocal Tank Farm Facility
 Location: 276 Tank Farm Rd
 City: SLO Zip: 93401
 Source: WRCB Problem: Tank Leak

Site: Hearn Trucking
 Location: 4902 Edna Rd
 City: SLO Zip: 93401
 Source: WRCB Problem: Tank Leak

Site: Camp San Luis Obispo
 Location: Hwy. 1 west of Hwy. 101
 City: San Luis Obispo Zip: 93401
 Source: WRCB Problem: Tank Leak

Site: SLO Golf & Country Club
 Location: 255 Country Club
 City: San Luis Obispo Zip: 93401
 Source: WRCB Problem: Tank Leak

IMPACT CITY: SAN SIMEON

Site: Chevron
 Location: 9540 Castillo Drive
 City: San Simeon Zip: 93452
 Source: WRCB Problem: Tank Leak

IMPACT CITY: SANTA MARGARITA

Site: Kaiser Sand & Gravel
 Location: El Camino Real
 City: Santa Margarita Zip: 93453
 Source: WRCB Problem: Tank Leak

Site: Pacific Beverage
 Location: 22255 El Camino Real
 City: Santa Margarita Zip: 93453
 Source: WRCB Problem: Tank Leak

IMPACT CITY: TEMPLETON

Site: Templeton Mobile
 Location: 701 Las Tablas
 City: Templeton Zip: 93465
 Source: WRCB Problem: Tank Leak

LANDFILL OPERATIONS DISCLOSURE

EL POMAR/ESTRELLA PLANNING AREA

If your site is located within 1/2 mile of either the Paso Robles Municipal or the Chicago Grade Landfills (see maps on file with the Department of Planning and Building), this acts to notify you of your proximity to a landfill operation and all of the associated inconveniences and discomforts resulting from the continuing and future operation of such landfill, including possible expansions. Persons living near landfills may contact the California Integrated Waste Management Board (916) 341-6413 to seek available remedies concerning any improper or unlawful activities at the landfill.